



## INTRODUCTION

The purpose of this brochure is to provide a general overview of the development approval process in the District of Logan Lake. For a complete set of instructions, consult Development Approval Procedures Bylaw No. 464, 1997 and the Development Procedures Manual, Provincial legislation such as the Municipal Act and the Land Titles Act also contain relevant information. The main tools the District of Logan Lake has at its disposal to manage development include:

- ⇒ Official Community Plan;
- ⇒ Zoning Bylaw;
- ⇒ Development Permits;
- ⇒ Board of Variance;
- ⇒ Development Variance Permits; and
- ⇒ Subdivision Regulations.

## OFFICIAL COMMUNITY PLAN

The Official Community Plan (OCP) is a general statement of the District's broad objectives and policies with respect to the form and character of existing and proposed land use. The Logan Lake OCP contains direction concerning economic, social and environmental objectives. The OCP also contains land use designations and development policies. Property owners (or their agents) may apply to have OCP designations or policies which pertain to their property amended.

## ZONING BYLAW

The District Zoning Bylaw governs the use of land and buildings and specifies what type of activities, densities, size of structure and siting of structure is allowed in any given area within the municipality.

Provisions differ according to which zone (e.g., residential, commercial, industrial) a property is designated. Applications to have zoning on a particular property or to have specific provisions within a zone amended, may be made by property owners or their agents. Applications for creating a new zone for a given property will also be considered.

*\*Note: Zoning Bylaw Amendments and Official Community Plan Amendments may be applied for concurrently.*

## DEVELOPMENT PERMITS

The Official Community Plan has designated Development Permit Areas. A Development Permit is required prior to any subdivision, construction, alteration or addition of a structure within this area.

A Development Permit may, for example, establish guidelines for the form and character of commercial or industrial development to supplement the provisions of bylaws regulating land use and other development requirements.

Property owners should check if they are in a Development Permit Area to see if they need to obtain a Development Permit.

## BOARD OF VARIANCE

A Board of Variance is established in all B.C. communities which have adopted Zoning Bylaws. The Board has the ability to allow minor variations because of undue hardship or to set aside the determination of a Building Inspector. The minor variation is usually no more than 10% variance from the Zoning Bylaw requirements regarding siting, size and shape. If a variance of more than 10% is sought, the applicant should consider applying for a Development Variance Permit.

## DEVELOPMENT VARIANCE PERMITS

Development Variance Permits vary the provisions of certain specific District Bylaws. The Bylaws may pertain to such items as parking, zoning, signage, subdivision servicing, mobile home parks and other regulatory bylaws. They may not be used to vary the use or density of land or flood plain specifications. If the application deals with issues of use or density the applicant should consider other avenues such as amendments to the Zoning Bylaw and/or Official Community Plan.

## TEMPORARY COMMERCIAL & INDUSTRIAL PERMITS

Council has the authority to issue Temporary Commercial & Industrial Permits in areas designated within the Official Community

Plan. In order for commercial or industrial activity to occur in these areas, the applicant must apply for and be granted a permit. The maximum period of time for which a permit may be issued is two years and the permit may be renewed only once.

## SUBDIVISION

A subdivision means the adjustment of parcel lines on a specific parcel of land. There are two types of subdivision which may occur - minor and major. A minor subdivision consists only of a lot line adjustment, consolidation, or highway widening. A major subdivision is defined as all other subdivisions and always requires a subdivision plan. Typically, a major subdivision includes the creation of two or more parcels of property where only one existed previously.

Subdividing land implies the opportunity for new land use and is creating demand for servicing. Therefore, subdivisions must comply with the District Zoning Bylaw, Official Community Plan and any other applicable bylaws, as well as various provincial regulations.

*On the reverse side of this brochure is a table outlining specific application procedures.*